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26 August 1952

MEMORANDUM FOR: 25X1A [REDACTED]  
SUBJECT : Newsletter - DD/A Contributions

Document No. <span style="float: right;">192</span>
Date: <span style="float: right;">22</span>
By: <span style="float: right;">22</span>
For: <span style="float: right;">22</span>

PART I

1. The transportation and real estate responsibilities have been transferred to the Procurement and Supply Office in order to provide closer control and organization of all functions related to overseas supply. An Agency Supply Manual has been prepared and will be distributed at an early date. The Agency Supply Catalog is being revised to bring nomenclature and stock numbers into line with the rest of the Government and will be distributed. A list of anticipated [REDACTED]

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2. The Career Service Program, announced in the last Newsletter, has made substantial progress. A central board responsible directly to the DCI has been organized, composed of the DD/P, DD/I, DD/A, AD/P, Director of Training, and two Assistant Directors with rotating terms of office. "Local" boards in each major component of the Agency responsible to their Assistant Directors are organized and functioning. The program of personnel evaluation, which replaces the Civil Service Rating System and the Status and Efficiency Report formerly used in the Agency, has been launched in headquarters and will soon be transmitted to the field. A Professional Selection Panel responsible for reviewing selection criteria and for screening junior candidates for professional positions has been organized and is functioning. Legislation to extend certain benefits is being prepared and if approved by the Board will be transmitted to the Congress when appropriate. A program of Honor Awards recognizing both valorous and outstanding service has been prepared and will be presented to the Board at its first regular meeting.

PART II (For information of FE)

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A [REDACTED] warehouse has been put into operation. The inauguration of this warehousing operation will expedite the forwarding of materiel to the Far East.

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[REDACTED]  
Special Assistant to DD/A

SA/DD/A:RSW:jeb (26 Aug 52)  
ADD/A chrono ✓  
ADD/A file "Admin-Newsletter-Senior Rep"

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